

## Minutes of a Special Meeting of the Library Advisory Board of the Town of Clarkdale, Held on May 12, 2005 at 9:00 a.m. in the Clark Memorial Clubhouse, Clarkdale, Arizona

A special meeting of the Library Advisory Board of the Town of Clarkdale was held on May 12, 2005 at 9:00 a.m. in the Clark Memorial Clubhouse, 19 North Ninth Street, Clarkdale, Arizona.

Board Members: Jean Stevens, Chairperson

Pat Harris, Vice Chairperson

Mary Lu Estlick

Sue Hill

Jacqueline Stephens (absent)

John Stevenson

Roberta Peterson (absent)

Staff: Charlotte Hawken, Library Mgr

Others: None

**CALL TO ORDER** – Chairperson Stevens called the meeting to order at 9:00 a.m. and noted that Boardmembers Stephens and Peterson were absent.

**PUBLIC COMMENT** – None

### CONSIDERATION OF THE MINUTES –

**Consideration of approval of the minutes of the regulars meeting held on April 7, 2005.** Vice-Chair Harris moved to approve the minutes as corrected (Roberta Peterson had filled the vacancy and was present). Boardmember Stevenson seconded and the motion passed unanimously.

**CHAIRPERSON'S REPORT** – Chairperson Stevens noted that she wanted another meeting prior to July 4<sup>th</sup> and she intends to cancel the July 7<sup>th</sup> regular meeting and replace it by calling a special meeting at 9:00 am in the Men's Lounge on June 30<sup>th</sup>.

She reported that she inquired about library insurance on artwork displayed in the Cottonwood Library, and Vanessa Ward stated they have none. She stated that the photographs they have displayed are high on the wall or behind computer stations and the artwork is displayed behind the circulation desk.

**LIBRARY MANAGER'S REPORT** – Library Manager Hawken reported

1. She was picking up nametags today.
2. The old Southwest and New Book shelving had been removed from the library.
3. The new shelving has been ordered, but she has not heard from the freight company yet.

4. The art shelving from Ikea is available only in the store. The Heritage Board plans to purchase something from Ikea in Tempe and she will ask if they can add it to their list.
5. The construction work has begun again downstairs from the library. There was a little work completed in the library workroom this week.
6. With the help of the Heritage Board, she moved two of the Town's old voting booths into the library to use as display areas. She plans to get a few more.
7. The county funds to the library will remain the same for 2005-2006.

### JULY 4<sup>TH</sup> ICE CREAM SOCIAL – Consideration of the July 4<sup>th</sup> Ice Cream Social.

Chairperson Stevens stated she had met with Boardmember Hill and was working on letters to possible donors. Boardmember Hill stated they would need five coolers, to be left at the library prior to the social. Three coolers hold a 6" square piece of dry ice and ice cream. One cooler holds regular ice to allow the ice cream to soften before serving it. In the past they have received some 3-gallon tubs and some 1-gallon boxes. The one gallons work better because the ice cream was too soft by the time they got to the bottom of the 3-gallon tubs.

The board agreed to make smaller servings of ice cream this year, rather than charging more.

Boardmember Estlick will handle finances and will organize the money on June 30<sup>th</sup>. Vice-Chair Harris will help with the money. They will put large bills in separate small cash box and use paper clips to secure all of the bills.

At Boardmember Estlick's inquiry, the board agreed to sell baked goods before the parade ends and the ice cream is ready. She will arrive early to receive baked goods.

Boardmember Hill will put notices in the newspaper.

**LIBRARY GOALS FOR 2005-2006 – Consideration of library goals for 2005-2006.**

The Board agreed on the following goals for 2005-2006:

1. Continuing two fundraisers: the book sale and the ice cream social.
2. Continuing to improve the appearance inside the library.
3. Continuing to promote and increase awareness of the library in the community.

WORKSESSION WITH COUNCIL - Preparation for a worksession with the Town Council. The Board agreed they would like to have a worksession with the Council, rather than a report. Library Manager Hawken stated she would convey this request to Town Clerk Driscoll. Chairperson Stevens will work with Manager Hawken to develop a report for the meeting.

**FUTURE AGENDA ITEMS** - None.

**ADJOURNMENT** - Boardmember Hill moved to adjourn, Vice Chairperson Harris seconded, and it passed unanimously. The meeting adjourned at 9:50 a.m.

**APPROVE:** \_\_\_\_\_  
Jean Stevens, Chairperson

**SUBMIT:** \_\_\_\_\_  
Charlotte Hawken, Library Manager